

Amy Bunde  
WBC

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

**VENDOR:** GLOBAL SECURITY

**Vendor Location:** WAUKEGAN, IL

Services

| Signed  | <u>YES</u>  |   |   |
|---|---|---|---|
| Mandatoroty Pages   | <u>YES</u>  |   |   |
|   | <u>BASE YEAR</u><br>December 1, 2015 through<br>November 30, 2016 | <u>OPTION YEAR 1</u><br>December 1, 2016 through<br>November 30, 2017 | <u>OPTION YEAR 2</u><br>December 1, 2017 through<br>November 30, 2018 |
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS                   | \$16.85   | \$17.20   | \$17.20   |
| <b>Fixed Hourly Rate</b><br>This is beyond the 105 hours per week of<br>the regular daytime shift | \$16.85<br><br>Per<br>Hour  | \$17.20<br><br>Per<br>Hour  | \$17.55<br><br>Per<br>Hour  |

*Amy Beuse*  
*R. M. C.*

**SUMMARY SHEET**  
**County of McHenry Purchasing**

Date: JUNE 25, 2015  
 Bid/RFP: 15-35 Security Guards

**Optional Services**

|   | <b>BASE YEAR</b><br>December 1, 2015 through<br>November 30, 2016 | <b>OPTION YEAR 1</b><br>December 1, 2016 through<br>November 30, 2017 | <b>OPTION YEAR 2</b><br>December 1, 2017 through<br>November 30, 2018 |
|---|---|---|---|
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS | \$ 18.85  | \$ 19.20  | \$ 19.55  |

**REQUESTED**

- Minimum qualification of security officer and supervisor are provided
- Our company will provide background screening on all employees assigned to work under this contract.
- Our company has provided detailed information on their recruitment and retention program with submittal.
- We have provided a proposed staffing schedule for all designated hours with our submittal.
- We have developed a process that ensures a smooth transition for McHenry County, and mention of that content are found here within.
- Our company has assigned a qualified liaison to monitor officers' performance and be available to the County during working hours.
- We have provided recurrent training and testing at least four (4) times each year or as required by the federal or state requirements.
- All employees will possess a valid PERC Card.
- All staffing questions are filled out.
- Staffing plan is provided here within.

Amy Beale  
Whit

SUMMARY SHEET  
County of McHenry Purchasing

Date: JUNE 25, 2015  
Bid/RFP: 15-35 Security Guards

VENDOR: ANDY FRAIN

Vendor Location: AURORA, IL

**NON-RESPONSIVE**

Services

| Signed   | <u>YES</u>  |   |   |
|--|---|---|---|
| Mandatory Pages  | <u>YES</u>  |   |   |
|  | <u>BASE YEAR</u><br>December 1, 2015 through<br>November 30, 2016 | <u>OPTION YEAR 1</u><br>December 1, 2016 through<br>November 30, 2017 | <u>OPTION YEAR 2</u><br>December 1, 2017 through<br>November 30, 2018 |
| Daytime Shift Base Price<br>Up to 105 hours per week<br>BID ON 105 HOURS                   |   |   |   |
| Fixed Hourly Rate<br>This is beyond the 105 hours per week of<br>the regular daytime shift |   |   |   |

Amy Beale  
Whit G

**SUMMARY SHEET**  
**County of McHenry Purchasing**

Date: JUNE 25, 2015  
 Bid/RFP: 15-35 Security Guards

**Optional Services**

|   | <b>BASE YEAR</b><br>December 1, 2015 through<br>November 30, 2016 | <b>OPTION YEAR 1</b><br>December 1, 2016 through<br>November 30, 2017 | <b>OPTION YEAR 2</b><br>December 1, 2017 through<br>November 30, 2018 |
|---|---|---|---|
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS |   |   |   |

**REQUESTED**

- Minimum qualification of security officer and supervisor are provided
- Our company will provide background screening on all employees assigned to work under this contract.
- Our company has provided detailed information on their recruitment and retention program with submittal.
- We have provided a proposed staffing schedule for all designated hours with our submittal.
- We have developed a process that ensures a smooth transition for McHenry County, and mention of that content are found here within.
- Our company has assigned a qualified liaison to monitor officers' performance and be available to the County during working hours.
- We have provided recurrent training and testing at least four (4) times each year or as required by the federal or state requirements.
- All employees will possess a valid PERC Card.
- All staffing questions are filled out.
- Staffing plan is provided here within.

Amy Burke  
White

**SUMMARY SHEET**  
County of McHenry Purchasing

Date: JUNE 25, 2015  
Bid/RFP: 15-35 Security Guards

**VENDOR:** ST MORITZ SECURITY

**Vendor Location:** CHICAGO, IL

**NON-RESPONSIVE**

Services

| <b>Signed</b>   | <b><u>YES</u></b>  |  |  |
|---|--|--|--|
| <b>Mandatory Pages</b>  | <b><u>YES</u></b>  |  |  |
|   | <b><u>BASE YEAR</u></b><br>December 1, 2015 through<br>November 30, 2016 | <b><u>OPTION YEAR 1</u></b><br>December 1, 2016 through<br>November 30, 2017 | <b><u>OPTION YEAR 2</u></b><br>December 1, 2017 through<br>November 30, 2018 |
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS                   |  |  |  |
| <b>Fixed Hourly Rate</b><br>This is beyond the 105 hours per week of<br>the regular daytime shift |  |  |  |

Amy Burke  
WBC

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

**Optional Services**

|   | <b><u>BASE YEAR</u></b><br>December 1, 2015 through<br>November 30, 2016 | <b><u>OPTION YEAR 1</u></b><br>December 1, 2016 through<br>November 30, 2017 | <b><u>OPTION YEAR 2</u></b><br>December 1, 2017 through<br>November 30, 2018 |
|---|--|--|--|
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS |  |  |  |

**REQUESTED**

Minimum qualification of security officer and supervisor are provided

Our company will provide background screening on all employees assigned to work under this contract.

Our company has provided detailed information on their recruitment and retention program with submittal.

We have provided a proposed staffing schedule for all designated hours with our submittal.

We have developed a process that ensures a smooth transition for McHenry County, and mention of that content are found here within.

Our company has assigned a qualified liaison to monitor officers' performance and be available to the County during working hours.

We have provided recurrent training and testing at least four (4) times each year or as required by the federal or state requirements.

All employees will possess a valid PERC Card.

All staffing questions are filled out.

Staffing plan is provided here within.

Amy Bunker  
Wink

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

**VENDOR:** STEWART & ASSOCIATES

**Vendor Location:** ROCKFORD, IL

**Services**

| <b>Signed</b>   | <b><u>YES</u></b>  |  |  |
|---|--|--|--|
| <b>Mandatory Pages</b>  | <b><u>YES</u></b>  |  |  |
|   | <b><u>BASE YEAR</u></b><br>December 1, 2015 through<br>November 30, 2016 | <b><u>OPTION YEAR 1</u></b><br>December 1, 2016 through<br>November 30, 2017 | <b><u>OPTION YEAR 2</u></b><br>December 1, 2017 through<br>November 30, 2018 |
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS                   | <b>\$17.95</b>   | <b>\$18.22</b>   | <b>\$18.49</b>   |
| <b>Fixed Hourly Rate</b><br>This is beyond the 105 hours per week of<br>the regular daytime shift | <b>\$17.95</b><br><br><b>Per<br/>Hour</b>                                | <b>\$18.22</b><br><br><b>Per<br/>Hour</b>                                    | <b>\$18.49</b><br><br><b>Per<br/>Hour</b>                                    |

Amy B. Bube  
WubC

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

**Optional Services**

|   | <b>BASE YEAR</b><br>December 1, 2015 through<br>November 30, 2016 | <b>OPTION YEAR 1</b><br>December 1, 2016 through<br>November 30, 2017 | <b>OPTION YEAR 2</b><br>December 1, 2017 through<br>November 30, 2018 |
|---|---|---|---|
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS | \$ 17.95  | \$ 18.22  | \$ 18.49  |

**REQUESTED**

Minimum qualification of security officer and supervisor are provided.

Our company will provide background screening on all employees assigned to work under this contract.

Our company has provided detailed information on their recruitment and retention program with submittal.

We have provided a proposed staffing schedule for all designated hours with our submittal.

We have developed a process that ensures a smooth transition for McHenry County, and mention of that content are found here within.

Our company has assigned a qualified liaison to monitor officers' performance and be available to the County during working hours.

We have provided recurrent training and testing at least four (4) times each year or as required by the federal or state requirements.

All employees will possess a valid PERC Card.

All staffing questions are filled out.

Staffing plan is provided here within.



Amy Beale  
W. Beale

**SUMMARY SHEET**  
**County of McHenry Purchasing**

Date: JUNE 25, 2015  
 Bid/RFP: 15-35 Security Guards

**VENDOR:** KATES DETECTIVE

**Vendor Location:** CHICAGO, IL

**Services**

|   |   |   |   |
|---|---|---|---|
| <b>Signed</b>   | <u>YES</u>  |   |   |
| <b>Mandatoroty Pages</b>  | <u>YES</u>  |   |   |
|   | <b>BASE YEAR</b><br>December 1, 2015 through<br>November 30, 2016 | <b>OPTION YEAR 1</b><br>December 1, 2016 through<br>November 30, 2017 | <b>OPTION YEAR 2</b><br>December 1, 2017 through<br>November 30, 2018 |
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS                   | \$17.98   | \$18.13   | \$18.23   |
| <b>Fixed Hourly Rate</b><br>This is beyond the 105 hours per week of<br>the regular daytime shift | \$17.98<br>Per<br>Hour  | \$18.13<br>Per<br>Hour  | \$18.23<br>Per<br>Hour  |

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

Optional Services

|   | <b>BASE YEAR</b><br>December 1, 2015 through<br>November 30, 2016 | <b>OPTION YEAR 1</b><br>December 1, 2016 through<br>November 30, 2017 | <b>OPTION YEAR 2</b><br>December 1, 2017 through<br>November 30, 2018 |
|---|---|---|---|
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS | \$17.98   | \$18.13   | \$18.23   |

REQUESTED

Minimum qualification of security officer and supervisor are provided

Our company will provide background screening on all employees assigned to work under this contract.

Our company has provided detailed information on their recruitment and retention program with submittal.

We have provided a proposed staffing schedule for all designated hours with our submittal.

We have developed a process that ensures a smooth transition for McHenry County, and mention of that content are found here within.

Our company has assigned a qualified liaison to monitor officers' performance and be available to the County during working hours.

We have provided recurrent training and testing at least four (4) times each year or as required by the federal or state requirements.

All employees will possess a valid PERC Card.

All staffing questions are filled out.

Staffing plan is provided here within.

Amy Burke  
Whit

**SUMMARY SHEET**  
**County of McHenry Purchasing**

Date: JUNE 25, 2015  
 Bid/RFP: 15-35 Security Guards

**VENDOR:** SECURITAS SECURITY SERVICES

**Vendor Location:** DOWNERS GROVE. IL

Services

| <b>Signed</b>   | <u>YES</u>  |   |   |
|---|---|---|---|
| <b>Mandatoroty Pages</b>  | <u>YES</u>  |   |   |
|   | <u>BASE YEAR</u><br>December 1, 2015 through<br>November 30, 2016 | <u>OPTION YEAR 1</u><br>December 1, 2016 through<br>November 30, 2017 | <u>OPTION YEAR 2</u><br>December 1, 2017 through<br>November 30, 2018 |
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS                   | \$16.05   | \$16.05   | \$16.05   |
| <b>Fixed Hourly Rate</b><br>This is beyond the 105 hours per week of<br>the regular daytime shift | \$16.05<br><br>Per<br>Hour  | \$16.05<br><br>Per<br>Hour  | \$16.05<br><br>Per<br>Hour  |

Amy Burke  
Wick

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

**Optional Services**

|   | <b>BASE YEAR</b><br>December 1, 2015 through<br>November 30, 2016 | <b>OPTION YEAR 1</b><br>December 1, 2016 through<br>November 30, 2017 | <b>OPTION YEAR 2</b><br>December 1, 2017 through<br>November 30, 2018 |
|---|---|---|---|
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS | \$ 24.08  | \$ 24.08  | \$ 24.08  |

**REQUESTED**

Minimum qualification of security officer and supervisor are provided

Our company will provide background screening on all employees assigned to work under this contract.

Our company has provided detailed information on their recruitment and retention program with submittal.

We have provided a proposed staffing schedule for all designated hours with our submittal.

We have developed a process that ensures a smooth transition for McHenry County, and mention of that content are found here within.

Our company has assigned a qualified liaison to monitor officers' performance and be available to the County during working hours.

We have provided recurrent training and testing at least four (4) times each year or as required by the federal or state requirements.

All employees will possess a valid PERC Card.

All staffing questions are filled out.

Staffing plan is provided here within.

Amy Bunk  
WBC

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

**VENDOR:** AP PRIVATE DETECTIVE

**Vendor Location:** HAZEL CREST, IL

Services

|   |  |  |  |
|---|--|--|--|
| <b>Signed</b>   | <b>YES</b>   |  |  |
| <b>Mandatoroty Pages</b>  | <b>YES</b>   |  |  |
|   | <b><u>BASE YEAR</u></b><br>December 1, 2015 through<br>November 30, 2016 | <b><u>OPTION YEAR 1</u></b><br>December 1, 2016 through<br>November 30, 2017 | <b><u>OPTION YEAR 2</u></b><br>December 1, 2017 through<br>November 30, 2018 |
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS                   | \$22.00  | \$22.00  | \$22.00  |
| <b>Fixed Hourly Rate</b><br>This is beyond the 105 hours per week of<br>the regular daytime shift | \$22.00<br><br>Per<br>Hour   | \$22.00<br><br>Per<br>Hour   | \$22.00<br><br>Per<br>Hour   |

Amy Bink  
WhitC

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

Optional Services

|   | <u>BASE YEAR</u><br>December 1, 2015 through<br>November 30, 2016 | <u>OPTION YEAR 1</u><br>December 1, 2016 through<br>November 30, 2017 | <u>OPTION YEAR 2</u><br>December 1, 2017 through<br>November 30, 2018 |
|---|---|---|---|
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS | \$22.00   | \$22.00   | \$22.00   |

REQUESTED

Minimum qualification of security officer and supervisor are provided

Our company will provide background screening on all employees assigned to work under this contract.

Our company has provided detailed information on their recruitment and retention program with submittal.

We have provided a proposed staffing schedule for all designated hours with our submittal.

We have developed a process that ensures a smooth transition for McHenry County, and mention of that content are found here within.

Our company has assigned a qualified liaison to monitor officers' performance and be available to the County during working hours.

We have provided recurrent training and testing at least four (4) times each year or as required by the federal or state requirements.

All employees will possess a valid PERC Card.

All staffing questions are filled out.

Staffing plan is provided here within.

**SUMMARY SHEET**  
**County of McHenry Purchasing**

Date: JUNE 25, 2015  
 Bid/RFP: 15-35 Security Guards

*Amy B...*  
*W...*

**VENDOR:** CAPITAL SECURITY

**Vendor Location:** ROSELLE, IL

**Services**

| Signed  | <u>YES</u>  |   |   |
|---|---|---|---|
| Mandatory Pages   | <u>YES</u>  |   |   |
|   | <u>BASE YEAR</u><br>December 1, 2015 through<br>November 30, 2016 | <u>OPTION YEAR 1</u><br>December 1, 2016 through<br>November 30, 2017 | <u>OPTION YEAR 2</u><br>December 1, 2017 through<br>November 30, 2018 |
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS                   | \$18.15   | \$18.20   | \$18.25   |
| <b>Fixed Hourly Rate</b><br>This is beyond the 105 hours per week of<br>the regular daytime shift | \$18.15<br><br>Per<br>Hour  | \$18.20<br><br>Per<br>Hour  | \$18.25<br><br>Per<br>Hour  |

Amy Bunkle  
WhitC

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

**Optional Services**

|   | <b>BASE YEAR</b><br>December 1, 2015 through<br>November 30, 2016 | <b>OPTION YEAR 1</b><br>December 1, 2016 through<br>November 30, 2017 | <b>OPTION YEAR 2</b><br>December 1, 2017 through<br>November 30, 2018 |
|---|---|---|---|
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS | <b>\$ 18.15</b>   | <b>\$ 18.20</b>   | <b>\$ 18.25</b>   |

**REQUESTED**

Minimum qualification of security officer and supervisor are provided

Our company will provide background screening on all employees assigned to work under this contract.

Our company has provided detailed information on their recruitment and retention program with submittal.

We have provided a proposed staffing schedule for all designated hours with our submittal.

We have developed a process that ensures a smooth transition for McHenry County, and mention of that content are found here within.

Our company has assigned a qualified liaison to monitor officers' performance and be available to the County during working hours.

We have provided recurrent training and testing at least four (4) times each year or as required by the federal or state requirements.

All employees will possess a valid PERC Card.

All staffing questions are filled out.

Staffing plan is provided here within.



Amy B...  
White

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

**VENDOR:** US SECURITY ASSOCIATES

**Vendor Location:** TINLY PARK, IL

**Services**

| <b>Signed</b>   | <b>YES</b>  |   |   |
|---|---|---|---|
| <b>Mandatoroty Pages</b>  | <b>YES</b>  |   |   |
|   | <b>BASE YEAR</b><br>December 1, 2015 through<br>November 30, 2016 | <b>OPTION YEAR 1</b><br>December 1, 2016 through<br>November 30, 2017 | <b>OPTION YEAR 2</b><br>December 1, 2017 through<br>November 30, 2018 |
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS                   | <b>\$17.45</b>  | <b>\$17.97</b>  | <b>\$18.50</b>  |
| <b>Fixed Hourly Rate</b><br>This is beyond the 105 hours per week of<br>the regular daytime shift | <b>\$24.85</b><br><br><b>Per<br/>Hour</b>                         | <b>\$26.06</b><br><br><b>Per<br/>Hour</b>                             | <b>\$26.83</b><br><br><b>Per<br/>Hour</b>                             |

Amy Burt  
Whitt

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

**Optional Services**

|   | <b><u>BASE YEAR</u></b><br>December 1, 2015 through<br>November 30, 2016 | <b><u>OPTION YEAR 1</u></b><br>December 1, 2016 through<br>November 30, 2017 | <b><u>OPTION YEAR 2</u></b><br>December 1, 2017 through<br>November 30, 2018 |
|---|--|--|--|
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS | \$ 26.18   | \$ 26.96   | \$ 27.77   |

**REQUESTED**

Minimum qualification of security officer and supervisor are provided

Our company will provide background screening on all employees assigned to work under this contract.

Our company has provided detailed information on their recruitment and retention program with submittal.

We have provided a proposed staffing schedule for all designated hours with our submittal.

We have developed a process that ensures a smooth transition for McHenry County, and mention of that content are found here within.

Our company has assigned a qualified liaison to monitor officers' performance and be available to the County during working hours.

We have provided recurrent training and testing at least four (4) times each year or as required by the federal or state requirements.

All employees will possess a valid PERC Card.

All staffing questions are filled out.

Staffing plan is provided here within.

Amy Bunde  
WHL

**SUMMARY SHEET**  
**County of McHenry Purchasing**

Date: JUNE 25, 2015  
 Bid/RFP: 15-35 Security Guards

**VENDOR:** SECURITEX

**Vendor Location:** CHICAGO, IL

**Services**

| Signed  | <u>YES</u>  |   |   |
|---|---|---|---|
| Mandatoroty Pages   | <u>YES</u>  |   |   |
|   | <b>BASE YEAR</b><br>December 1, 2015 through<br>November 30, 2016 | <b>OPTION YEAR 1</b><br>December 1, 2016 through<br>November 30, 2017 | <b>OPTION YEAR 2</b><br>December 1, 2017 through<br>November 30, 2018 |
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS                   | <b>\$15.99</b>  | <b>\$16.15</b>  | <b>\$16.31</b>  |
| <b>Fixed Hourly Rate</b><br>This is beyond the 105 hours per week of<br>the regular daytime shift | <b>\$15.99</b><br><br><b>Per<br/>Hour</b>                         | <b>\$16.15</b><br><br><b>Per<br/>Hour</b>                             | <b>\$16.31</b><br><br><b>Per<br/>Hour</b>                             |

Amy B...  
Wh...

**SUMMARY SHEET**  
**County of McHenry Purchasing**

**Date: JUNE 25, 2015**  
**Bid/RFP: 15-35 Security Guards**

**Optional Services**

|   | <b>BASE YEAR</b><br>December 1, 2015 through<br>November 30, 2016 | <b>OPTION YEAR 1</b><br>December 1, 2016 through<br>November 30, 2017 | <b>OPTION YEAR 2</b><br>December 1, 2017 through<br>November 30, 2018 |
|---|---|---|---|
| <b>Daytime Shift Base Price</b><br>Up to 105 hours per week<br>BID ON 105 HOURS | \$ 23.95  | \$ 23.95  | \$ 23.95  |

**REQUESTED**

- Minimum qualification of security officer and supervisor are provided
- Our company will provide background screening on all employees assigned to work under this contract.
- Our company has provided detailed information on their recruitment and retention program with submittal.
- We have provided a proposed staffing schedule for all designated hours with our submittal.
- We have developed a process that ensures a smooth transition for McHenry County, and mention of that content are found here within.
- Our company has assigned a qualified liaison to monitor officers' performance and be available to the County during working hours.
- We have provided recurrent training and testing at least four (4) times each year or as required by the federal or state requirements.
- All employees will possess a valid PERC Card.
- All staffing questions are filled out.
- Staffing plan is provided here within.